

## **Navigating U.S. Citizen Services Overseas For Your Newborn Child**

U.S. citizen parents who have had a child overseas or considering having one outside the U.S. should apply for a Consular Report of Birth Abroad (CRBA) at the nearest U.S. Embassy's Consular section as soon as possible after the birth. The Consular Report of Birth Abroad (FS-240) is primary proof of U.S. citizenship issued to a person under age 18 who was born abroad to American parent(s). The CRBA is necessary when applying for the child's first U.S. passport.

To get you started, below is a checklist U.S. Embassy Manama provides to help parents prepare for their scheduled appointment. The documentation you present will depend on whether both parents are U.S. citizens or only one. In either case, both parents must be present with the child at the time of the interview.

### **CRBA Application Requirements if Both Parents are U.S. Citizens:**

*All documentation, including the birth certificate, must be un laminated originals and should be in English or professionally translated.*

- The fee for a Consular Report of Birth Abroad is **\$100** or the equivalent in the currency of your host country. Please be sure to complete all forms and do not sign until you take the oath in front of the consular officer.
- Completed Application for Consular Report of Birth Abroad [DS-2029](#);
- Original copy of child's host country Birth Certificate.
- Evidence of American citizenship of the parent(s); (i.e., U.S. passports, Naturalization Certificate, or U.S. birth certificates)
- Both parents' photo identification; (i.e., passports or photo identification issued by a government authority)
- Parents' official marriage certificate; (Religious marriage records are not acceptable)
- If either parent has previously been married, proof of termination of the previous marriage(s), (i.e., death certificate, divorce decree, etc.)

**TIP:** Avoid the headache and apply for the CRBA and your child's first U.S. tourist passport during the same appointment to avoid time delays. In the event of an emergency, your child will have his/her travel documents ready.

Both parents and the child must be present at the time of application in the Consular Section.

### **CRBA Application Requirements if only One Parent is a U.S. Citizen:**

*The same documentation requirements are required as noted above, plus the following information:*

- The U.S. citizen must complete an [Affidavit of Parentage, Physical Presence, and Support](#) (PDF\_165.2KB), and evidence that the U.S. citizen parent was physically present in the

United States for a minimum period of 5 year, two of which were after the age of 14 years of age.

- If the U.S. citizen parent is an un-wed father, then he must sign a sworn statement that he will provide child support until the child reaches the age of 18; he must also show proof of 5 years' physical presence in the U.S. (two of which are after his 14<sup>th</sup> birthday).
- A child born abroad to an un-wed U.S. citizen mother can obtain citizenship if the mother has been physically present in the U.S. prior to the birth of the child for a minimum of one continuous year.

It is the responsibility of the U.S. citizen parent to supply adequate evidence of physical presence. Evidence may include official school transcripts, W-2 forms, and other documentation. Please note that the consular officer will determine if the evidence is acceptable and may request further evidence upon review of the documents.

### **Applying for Your Child's U.S. Tourist Passport (blue cover):**

- For U.S. citizens under age 16, a passport costs **\$105**.
- Both parents must be physically present to take an oath and sign for the minor child.
- Parents should bring their own passports, one photo of the child, and the original birth certificate (if born overseas, the CRBA will be required). At the time of interview, a consular officer may require more documentation.
- If one parent will be out of the country at the time of the appointment, he or she may complete a Statement of Consent ([DS-3053](#)) in front of a notary. The original, notarized DS-3053 must be submitted at the time of the appointment.

### **Applying for Your Child's U.S. Official Passport:**

If you and your family were issued U.S. Official Passports before your official change of station, your newborn child is entitled to a no-fee official passport. Please see your G-1 section for guidance on applying. The Department of State will still require proof of U.S. citizenship. The CRBA will be your child's proof or a U.S. tourist passport.

### **Social Security Numbers**

Parents can apply for a social security number for their children after receipt of the passport. Please be aware that all U.S. Embassy's accept applications and then forward them to the designated Federal Benefits Unit. The Social Security Administration will then contact the parents via email within about six months of the application. The average time required to receive a social security card is 180 days. [Application for Social Security Number form SSA-5](#) (PDF 164\_KB) .

For further information or questions, please visit the website of the U.S. Department of State for a listing of U.S. Embassies:

<http://www.state.gov/misc/list/index.htm>

<http://bahrain.usembassy.gov/>

<http://jordan.usembassy.gov/>

**TIP:** If you are planning on going to the U.S. before those six months, it is recommended you apply in person at the Social Security offices located in several U.S. cities. It will then take SSA less than two weeks to send your child a Social Security number. Otherwise, it can take six months, but in some cases it can take longer.